

**Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Minutes
October 27, 2015 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha**

Present: Ald. Keehan, Stevenson, Benner, Kunz and Ramos

Excused: Ald. Taylor

Also Present: Chief Auxier, Director Steeno, Director Easker, AC Sipin and OM Theisen

Public: Jamie Leonard

Ald. Benner called the meeting to order at 5:30 p.m.

Public Forum: No members of the public chose to speak.

Minutes: The Committee reviewed the meeting minutes from September 22, 2015. **MSC Stevenson/Kunz to approve the September 22, 2015 meeting minutes, all voting aye.**

Ald. Ramos entered the meeting at 5:33 p.m.

Budget: The Committee reviewed the September 2015 budget report. A discussion was held regarding the overtime budget. Chief Auxier noted that due to the number of people on Family Medical Leave (FMLA) this is causing the overtime. The overtime budget will exceed the budget by at least \$30,000. However, there will be salary savings in the budget and this will cover the overtime budget. Ald. Kunz asked if people can just take sick leave without using FMLA as he feels there needs to be a discussion regarding staffing and the overtime budget as sick leave and FMLA is causing issues in several different department. Chief Auxier noted there is a process for people to apply for FMLA but they can use sick leave also. **MSC Stevenson/Ramos to approve the September 2015 budget report and place on file, all voting aye.**

September and Year-to-Date Activity and September and Automatic Aid Report: The Committee reviewed the September 2015 activity report, September automatic aid report, Year-to-date activity report and Year-to-date automatic aid report. **MSC Stevenson/Ramos to approve the September activity report, September Automatic Aid report, Year-to-date activity report and Year-to-date automatic aid report and place on file, all voting aye.**

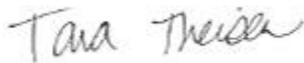
New Engine: Chief Auxier noted we took delivery of the new engine on October 20, 2015. Crews will be training on the engine and equipment will be moved to the new vehicle. It is anticipated the new engine will be put into service by the middle of November.

Strategic Planning Process: AC Sipin provided an overview of the strategic planning process our Department is currently going through. The group thanked AC Sipin for the information he presented.

Review of 2016 Medical Evaluations: The Committee reviewed the information regarding the 2016 medical evaluations. Chief Auxier noted Affinity Occupational Health has consolidated with Ministry Health Group and their Occupational Health services are now called Employer Solutions. **MSC Stevenson/Ramos recommends the City of Neenah and City of Menasha Common Councils approve Employer Solutions as the vendor for Neenah-Menasha Fire Rescue's 2016 physicals and use the City of Neenah's HRA Vendor for the 2016 lab work for a total cost not to exceed \$13,102.40, all voting aye.**

MSC Keehan/Ramos to adjourn at 6:20 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara Theisen".

Tara Theisen
Office Manager